

ARCHIVES, LIBRARIES & MUSEUMS

2019/20 Actual £	2020/21 Budget £	2021/22 Budget £	Business Unit	Service Provided	Charge Levied 20/21 £	Proposed Charge 21/22 £	Comments
1,609	1,783	1,818	Archives	Photographic Permits			
				1 day		7.00	New heading
				1 week		20.00	New heading
				1 year		100.00	New heading
				Use of tripod (day rate)		10.00	New heading
				Reproduction in Publications			
				Price per image		30.00	New heading
				Bespoke Research Fees			
				1 hour min. & 2 hours max. per request	30.00 an hour	35.00	New heading
				1 hour minimum & 2 hours maximum			
				Commercial	45.00 an hour		Delete - defunct
				Official Letter			
				Official Letter / Letter of Certification		8.00	New heading
				Filming on Premises.			
				Hourly rate (minimum 1 hour)		55.00	New heading
				Television.			
				Welsh / Regional broadcast up to 10 years		100.00	New heading
				British broadcast up to 10 years		150.00	New heading
				Reproduction worldwide up to 10 years		170.00	New heading
				Web use of images		60.00	New heading
				Web use - Online digital streaming services		200.00	New heading
				Stationery			
				Pencils		0.40	New Heading
				Photocopying			
				Black & White A4	0.20	0.60	
				Black & White A3	0.30	0.70	
				Coloured A4	0.70	0.80	
				Coloured A3	1.20	0.90	
				Census Prints	1.00		Delete - defunct

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				Scanned Copies Printed on A4 plain paper Printed on A3 plain paper Scanned copy saved to CD for 1 Scanned copy saved to CD for 2 - 5 Scanned copy saved to CD for 6 - 10 (Max.) Digital Copies - Sent by email Jpeg file type for 1 Jpeg file type for 2 - 5 Jpeg file type for 6 - 10 (Max.) Group Visits Group visit per session (20 people maximum)			
						0.60	New heading
						0.70	New heading
						3.00	New heading
						5.00	New heading
						10.00	New heading
						2.00	New heading
						4.00	New heading
						8.00	New heading
						10.00	New heading
3,080	8,560	8,731	Library Service	Lending Fees			
				DVDs/Videos	2.00	2.00	no change as to encourage higher usage
				DVD Box sets	2.00	2.00	no change as to encourage higher usage
				CDs/Cassettes	1.00	1.00	no change as to encourage higher usage
				Reservation Charges			
				Items not in stock		4.00 per item	
				Lettings Fees			
				per hour	15.00	15.00	no change
				per 2.5 - 4 hr session	38.00	38.00	no change
				per day 9am to 4:30pm	68.00	68.00	no change
				evening 5pm to 10pm	100.00	100.00	no change
				weekly rate for exhibitions	30% commission fee on any sales during the exhibition	30% commission fee on any sales during the exhibition	no change
				Gallery/Room Hire per week incl. public performance	£250 for non profit making organisation, £350 for profit making organisation	£250 for non profit making organisation, £350 for profit making organisation	no change
				Projector hire	£10 per hire session	£10 per hire session	no change
59,860	41,562	42,392					

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8,109	14,696	14,989		Fines	20p per day up to a maximum of £10 per item (adults only)	20p per day up to a maximum of £10 per item (adults only)	no change
				DVD's	£1 per day up to a maximum of £10 per item	£1 per day up to a maximum of £10 per item	no change

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22,173	22,467	22,916		Photocopying			
				Black & White A4	0.20	0.20	no change as to encourage higher usage
				Black & White A3	0.30	0.30	no change as to encourage higher usage
				Coloured A4	0.70	0.70	no change as to encourage higher usage
				Coloured A3	1.20	1.20	no change as to encourage higher usage
				Scanning	1.00 per copy	1.00 per copy	no change as to encourage higher usage
				Bespoke Research Fees			
				Private	£30 per hour	£30 per hour	no change as to encourage higher usage
				Commercial	£45 per hour	£45 per hour	no change as to encourage higher usage
				Family history training sessions	£15 per hour	£15 per hour	no change
				Local history enquiries e.g newspaper searches, census searches	£5 per half an hour (under 30 mins - no charge, Over 30mins to a maximum of 2 hours charged at £5 per half hour)	£5 per half an hour (under 30 mins - no charge, Over 30mins to a maximum of 2 hours charged at £5 per half hour)	no change
				Makerspace room hire fees			
				per hour	15.00	15.00	no change
				per 2.5 - 4 hr session	38.00	38.00	no change
				per day 9am to 4:30pm	68.00	68.00	no change
				evening 5pm to 10pm	100.00	100.00	no change
				Weekly rate non-profit organisations	250.00	250.00	no change
				Weekly rate profit making organisation	350.00	350.00	no change
				Makerspace equipment hire per session			
				Green screen	10.00	10.00	no change
				Recording Equipment	10.00	10.00	no change
				Projector	10.00	10.00	no change
				Sewing Machine	10.00	10.00	no change

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				Instruction Fees (1st induction free)			
				Staff led	30.00	30.00	no change
				Commercial	45.00	45.00	no change
				3D printing charges			
				3D printing per minute	0.10p	1.00	change in line with other services
0	10,643	10,855	Museums	Museum of Speed	2.00		Museum closed until Spring 2021. New charging schedule in preparation.
27,999	40,095	40,896	Venue Hire	Carmarthenshire Museum			
				Bishop's Library			New room added (Bishop's Dining Room) and Chapel added to same charging rates
				Per hour (10am- 4.30pm)	22.00	22.00	Price increase reflects premium room
				per half day (up to 3 hours)	48.00	48.00	Price increase reflects premium room
				per day (9am to 4:30pm)	75.00	75.00	Price increase reflects premium room
				Out of hours (morning) per hour	30.00	30.00	Price increase reflects premium room
				Out of hours (evening) fixed rate	110.00	110.00	Price increase reflects premium room
				Museum café/small meeting room			Room no longer available for hire
				Per hour (10am- 4.30pm)	15.60	0.00	
				per half day (up to 3 hours)	40.60	0.00	
				per day (9am to 4:30pm)	69.70	0.00	
				Out of hours (morning) per hour	26.00	0.00	
				Main Hall			Room no longer available for hire
				Per hour (10am- 4.30pm)	22.00	0.00	
				per half day (up to 3 hours)	48.00	0.00	
				per day (9am to 4:30pm)	75.00	0.00	
				Out of hours (morning) per hour	30.00	0.00	
				Out of hours (evening) fixed rate	110.00	0.00	
				Chapel			
				Per hour (10am- 4.30pm)	15.60		See above - included with other room rates
				per half day (up to 3 hours)	40.60		See above - included with other room rates
				per day (9am to 4:30pm)	69.70		See above - included with other room rates
				Out of hours (morning) per hour	26.00		See above - included with other room rates

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				Out of hours (evening) fixed rate	106.65		See above - included with other room rates

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				Parc Howard			
				Stepney Gallery			
				Per hour (10am- 4.30pm)	22.00	22.00	No change
				per half day (up to 3 hours)	48.00	48.00	No change
				per day (9am to 4:30pm)	75.00	75.00	No change
				Out of hours (morning) per hour	30.00	30.00	No change
				Out of hours (evening) fixed rate	110.00	110.00	No change
				Neville Gallery			
				Per hour (10am- 4.30pm)	22.00	22.00	No change
				per half day (up to 3 hours)	48.00	48.00	No change
				per day (9am to 4:30pm)	75.00	75.00	No change
				Out of hours (morning) per hour	30.00	30.00	No change
				Out of hours (evening) fixed rate	110.00	110.00	No change
				Museums All/venue hire			
				Exclusive hire	200	0	Hire at manager's discretion
				Classes			20% discount on classes of 3+ bookings (minimum of half day booking) to attract business. 20% deposit on total anticipated hire fee.
				TV/Film location	260	260	Minimum charge
				Equipment hire, per event			
				Projector hire + screen	15.00	15.00	No change
				Flipchart and pens	10.00	10.00	No change
				Extension cable, cable covers	10.00	10.00	No change
				Easel, each	10.00	10.00	No change
				Portable induction loop	10.00	10.00	No change
				Lectern	10.00	10.00	No change
			Sales	Retail (all sites)			RRP or as determined by retail strategy
				Refreshments			RRP or as determined by retail strategy
				Supply of digital images	26.00	26.00	
				Image licence	75.00	75.00	
				Arts / crafts sales			Minimum 30% commission on sales
				Photocopying			
				Black & White A4	0.20	0.22	
				Black & White A3	0.30	0.33	
				Coloured A4	0.70	0.77	
				Coloured A3	1.20	1.32	
				Scanning	1.00	1.10	

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				Research fees			
				Private/individual, per hour	30.60	33.00	
				Commercial, per hour	45.90	46.00	